

**NAME:** **HISTORIC SITE BOARD, SAN DIEGO COUNTY**

**LEGAL AUTHORITY:** County Administrative Code, Section 396.5, Re-established by Ordinance 9139 (NS), 3/22/2000 (12)

**MEMBERS**

**APPOINTED BY:** Board of Supervisors

**MEMBERSHIP**

**COMPOSITION:** The Historic Site Board shall consist of seven members, as follows:

- Five members shall be nominated from among professionals in any of the following disciplines, as required to meet the Certified Local Government criteria of the State Office of Historic Preservation:

History

Architecture

Architectural history

Prehistoric and historic Archaeology

Cultural anthropology

Curation

Conservation

Landscape architecture, or

Related disciplines

Each member of the Board of Supervisors may nominate one of the five professional members for appointment to the Historic Site Board.

- Two members shall be chosen from a list of at least five interested individuals compiled by the Director of Planning and Land Use.

**TERMS:** Each of the five members representing professions designated in paragraph above shall serve a term that shall run concurrently with the term of the member of the Board of Supervisors who nominated that member. The term shall expire on the date of expiration of the term of the nominating member of the Board of Supervisors, or at such time as said Supervisor ceases to hold office, whichever first occurs.

The remaining two members shall serve a term of four years.

Any member whose term has expired hereunder shall continue to discharge the duties as a member until a successor has been appointed and qualified. The reelection of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any member of the Historic Site Board.

**DUTIES:**

The Historic Site Board shall have the following duties and responsibilities:

1. Inspect any site, building, structure of district which it has reason to believe is, or will be, a historical site. For purposes of this Section, historic sites include historically significant sites and districts, as well as archaeologically significant sites. The Board shall coordinate its activities with the State Historic Resources Commission and the State Historic Preservation Officer.
2. Evaluate and nominate to Federal and State agencies with jurisdiction to designate historic sites, those sites or districts which the Board deems eligible based upon applicable Federal and/or State standards. Evaluations may be requested by owners of potentially eligible sites, but nominations to Federal and/or State lists may not be made over the landowner's objections.
3. Provide comments to the State Historic Resources Commission and the State Historic Preservation Officer on nominations to Federal and/or State registration programs of County sites, buildings, structures or districts made by other agencies or individuals.
4. Develop and maintain a system for the survey and inventory of historic and prehistoric resources, including a current list and/or database of all sites, buildings, structures and districts the Board has determined to be historical sites. A description of the site and its reason for inclusion shall be contained therein.
5. Meet at least four times per year, provide for public participation in accordance with the Certified Local Government Procedures, Part III (36 CFR 61.6 (e) (4)) and annually prepare and submit to the State Historic Preservation Officer a report of Board activities.
6. Make recommendations as needed to the Department of Planning and Land Use, the Planning Commission and/or the Board of Supervisors regarding historic resource issues and preservation implementation incentives relative to existing or proposed County plans and policies.
7. Participate in the preparation of the Certified Local Government annual report on historic resource preservation activities.
8. Develop a Historic Resource Preservation Plan for the County.
9. Appoint committees for the purpose of assisting the Board in carrying out its functions and duties. Any committee appointed shall consist of not fewer than three persons, including at least one Historic Site Board member. The actions and recommendations of committees shall not be deemed the action

of the Historic Site Board or its members.

10. The Historic Site Board may engage the services of volunteer workers and consultants without salary as it may find necessary, for the purposes such as but not limited to conducting historic resource surveys and inventories.

Service of an individual as a volunteer worker or as a consultant shall not be considered as service for or employment by the County.

11. Provide liaison with other non-profit historical and archaeological societies and boards with San Diego County.
12. Identify historical sites that are eligible for tax benefits under California Revenue and Taxation Code Section 439 (the Mills Act), or other similar programs.

**MEETING DATE  
AND LOCATION:**

Third Monday of each month  
6:30 P.M.  
5201 Ruffin Road, Suite B, San Diego 92123

**COMPENSATION:**

Members of the Historic Site Board shall serve without compensations and shall not be reimbursed for expenses incurred in performing their duties under this Section.

**FILINGS NECESSARY:**

**CONTACT PERSONS:**

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858-694-2981

**REVISED:      March 5, 2003**